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MEMORANDUM

TO: Boards, Committees and Programs Scheduled for Sunset Review Oversight Hearings

FROM: Senate Committee on Business, Professions and Economic Development
Assembly Committee on Business and Professions

DATE: January 25, 2017

SUBJECT: Background Paper, Attendance and Presentation at Sunset Review Oversight Hearings

The Senate Committee on Business, Professions and Economic Development and the Assembly Committee on Business and Professions, collectively "the Committees", will hold joint sunset review oversight hearings on February 27 and March 6 in Rooms 4203 of the State Capitol starting at 9:00 a.m.

The Committees are the standing committees of the Legislature that have oversight jurisdiction over the Department of Consumer Affairs (Department) and all agencies and entities under the Department. It is the responsibility of the Committees to review the laws and regulations pertaining to a board and evaluating its programs and policies; determine whether the board operates and enforces its regulatory responsibilities and is carrying out its statutory duties mandated by the Legislature and; examine fiscal management practices and financial relationships with other agencies. Through sunset review, we also evaluate whether entities under the Committees' jurisdiction are meeting key performance measures and targets related to the timeliness of action, enforcement and other necessary efforts to serve the needs of California consumers while promoting government efficiency and effectiveness.

The following boards are scheduled for review this year, and are listed in order of appearance before the Committees:

February 27

Board of Chiropractic Examiners
Physical Therapy Board of California
California State Board of Optometry
Department of Consumer Affairs
Medical Board of California
Osteopathic Medical Board of California

State Board of Guide Dogs for the Blind

March 6

Naturopathic Medicine Committee

Respiratory Care Board of California

California Board of Registered Nursing

Speech-Language Pathology and Audiology and Hearing Aid Dispensers Board

California Board of Occupational Therapy

Board of Vocational Nursing and Psychiatric Technicians

California Council for Interior Design Certification

The following is a tentative outline of the agenda, subject to change, for each board, program or committee reviewed:

- A. Board Presents Short "Overview" of the Current Regulatory Program (5 minutes)
- B. Board Response to Issues, Problem Areas, Questions and Staff Recommendations (20 minutes)
- C. Public Comment (15 minutes)
- D. Comment by Professional Individuals, Groups or Associations (15 minutes)
- E. Any Closing Comments by the Board (5 minutes)

The Executive Officer of your board should plan to participate in the hearing. The President/Chair of the board should also participate. You may also include other board or committee members and staff members as needed. Please provide us with those names as soon as possible by contacting Sarah Mason at (916) 651-4104 or sarah.mason@sen.ca.gov

In providing an "Overview" of your current regulatory program, please be brief. Committee members will have had an opportunity to review your Sunset Review Report prior to the hearing. Please try to limit your overview to about **5 minutes** after introductions.

During your "Overview" presentation, you should discuss the history, function and activities of the board and its current composition, who you license, number of licensees, brief description of your budget and any other information you consider relevant to provide an introduction to your board. You should also briefly discuss what major changes have taken place since the last sunset review of your board. We would also like you to generally discuss any performance measures you have established pursuant to the Consumer Protection Enforcement Initiative (CPEI), or on your own accord, and whether you have been meeting those performance measures or targets, and if not, why not.

After your introductory presentation, you may then present your response to issues and/or questions raised by the Committee staff. We will provide a listing of these issues and questions no later than February 21 if your hearing is scheduled for February 27, and by February 28 if your hearing is scheduled for March 6. There may be other questions which individual Committee members may pose, but we believe that the list of primary issues that will be provided to you represent the most important topics to be addressed by the board at the hearing.

Approximately two weeks prior to the date of your hearing, we will separately send you the "Background Paper" prepared by staff of the Committees for the hearing. This Paper provides background information concerning the issues we have raised for each individual board, and,

where appropriate, staff recommendations to address those issues. The Background Paper will be given to each member of the Committees in advance of the hearing.

We ask each board that is being reviewed to notify their interested parties list of the upcoming hearing, and advise them of the hearing time, date and place, as well as the availability of the Background Paper, which is made public one week prior to the hearing on the Committees' Websites at the following links:

<http://sbp.senate.ca.gov/informationalhearingagendaandbackground>

<http://abp.assembly.ca.gov/jointsunsethearings>

Upon completion of the hearings, the board will have 30 days to submit a written response to all of the issues and recommendations raised by Committee staff in the Background Paper or during the hearing.

Certain recommendations may require legislation, which may be included in a "sunset bill" for a particular board, bureau or committee. We anticipate that the sunset bills will be heard by the respective Committees sometime in April.

If you have any questions regarding your presentation, or other concerns about the hearing, please contact sarah.mason@sen.ca.gov at (916) 651-4104. We look forward to your participation in these hearings.